

**Chadds Ford Township Board of Supervisors Meeting
December 4, 2007
M I N U T E S**

OFFICIALS PRESENT: Deborah Love D'Elia, Chairman
George M. Thorpe, Vice Chairman
Garry Paul, Supervisor
Kathryn Luce Labrum, Acting Township Solicitor
Hugh A. Donaghue, Township Solicitor
Joseph Mastronardo, Township Engineer
Richard J. Jensen, Building Inspector/CEO
Maryann D. Furlong, Secretary/Treasurer

CALL TO ORDER

Chairman Deborah Love D'Elia called the meeting to order at 7:30 PM. The pledge of allegiance was recited. Mr. Thorpe pointed out emergency exits. Three public hearings were held prior to this meeting for a Delaware County Community Block Grant Application, Open Space Plan proposed adoption and Emergency and Municipal Services Tax Amendment.

STATE POLICE REPORT

No report was available.

APPROVAL OF MINUTES – NOVEMBER 7, 2007

Upon motion and second (Thorpe, Paul), Mrs. Love D'Elia and Mr. Thorpe approved Board minutes of November 7, 2007, draft dated 11.21.07.

SUPERVISORS REPORT

On November 20, 2008 Chairman Love D'Elia and Supervisor Paul met with owners of the property at Creek Road and Route 1 to discuss sewer issues, escrow releases and land development planning at that corner.

TREASURER'S REPORT

Mrs. Furlong reported the following figures as of November, 2007:

Total deposits to General Fund	\$	51,863.80
Total disbursements General Fund	\$	93,695.70
Cash Accounts Balances	\$	2,168,935.32
Escrow Account Disbursements	\$	11,250.00

MOTION TO APPROVE TREASURER'S REPORT

Upon motion and second (Thorpe, Paul), the Supervisors approved the Treasurer's Report for November, 2007 and authorized payment of bills in the amount of \$93,695.70.

FIRE MARSHALL REPORT

No report was available.

ROADMASTER'S REPORT/EMERGENCY PREPAREDNESS

Joe Barakat, Roadmaster, presented a report for the month of November, 2007

(copy follows).

BUILDING INSPECTOR/CODE ENFORCEMENT OFFICER

Mr. Jensen submitted a written report and accompanying checks for the month of November. The Ming Village hearing was continued.

TOWNSHIP ENGINEER REPORT

Joseph Mastronardo, Township Engineer, reviewed activities during November, 2007 (report follows).

PLANNING COMMISSION

Mr. Barakat reviewed a draft of minutes from the meeting of Wednesday, November 14, 2007 (draft follows).

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The HARB Board met on December 3, 2007. Applications for new roofs on the Gallery building and the barn behind it were reviewed and approval was recommended. Samples of the roofing material were provided. A Certificate of Appropriateness was presented for the Supervisors' consideration.

MOTION TO APPROVE CERTIFICATE OF APPROPRIATENESS

Upon motion and second (Thorpe, Paul) the Supervisors approved the recommendation of HARB for roofing materials to be used on the Gallery and barn buildings located in the Village area.

COMPREHENSIVE PLAN CONTRACT

Mrs. Labrum reviewed a proposed contract with Ray Ott & Associates for revision of the Township's Comprehensive Plan. The Supervisors were asked to authorize execution of the contract pending review by the Delaware County Office of Housing and Community Development regarding Federal forms. Mrs. Love D'Elia thanked the Brandywine Conservancy for their input during the review process.

ZONING HEARING BOARD

Chairman Love D'Elia presented Mr. Wandersee's report for the meeting held on November 15, 2007 (copy follows).

Mr. Jensen notified the Supervisors of a variance request regarding a shared driveway on Fox Tail Lane. After discussion the Supervisors decided not to oppose the application.

SEWER AUTHORITY

Mr. Del Rossi presented the monthly report for the Sewer Authority (copy follows).

OPEN SPACE COMMITTEE

Debbie Reardon, Chair, presented a report for October 18th (copy follows).

OPEN SPACE PLAN ADOPTION

Chairman Love D'Elia thanked residents for adopting the Open Space referendum as the first step in the process of developing an Open Space plan for Chadds Ford. Mrs. Love D'Elia also thanked staff of the Brandywine Conservancy, specifically Tara Tracy, the Natural Land Trust and PECO Energy for their contribution of time and grant monies. The plan would not have been possible without members of the Township's Open Space Committee who devoted hours of volunteer time to the project. A public meeting was held this evening at 7:00 PM for the purpose of taking public comment regarding adoption of the Open Space Plan.

MOTION TO APPROVE OPEN SPACE PLAN – RESOLUTION 2007-23

Upon motion and second (Paul, Thorpe), the Supervisors of Chadds Ford Township adopted the Chadds Ford Township Open Space Plan, Public Review Draft 8/07 and addendum dated 11/15/07, as read into the record by Mr. Paul.

Mr. Paul asked the Township Solicitor to proceed with the drafting of a Township ordinance to establish Open Space requirements for future land development projects.

EXISTING VACANCIES

Mrs. Love D'Elia announced vacancies on various Township Committees. Discussions will be held with Committee Chairs regarding reappointment of members. Chairman Love D'Elia also announced the resignation of Bruce Prabel, Township Tax Collector. Resumes and letters of interest may be submitted to the Township Office with a deadline of midnight on December 15th. Tonight's meeting will not be adjourned, but continued to Wednesday, January 2, 2008 at 7:30 PM. The meeting will be held to appoint a tax collector due to time considerations regarding 2008 tax bill information. Mrs. Furlong will ask that vacancy information be published in the next edition of the Chadds Ford Post.

PUBLIC COMMENT

Lynn Yarkie, Spring Lane, addressed the Supervisors regarding a number of issues including appointment termination dates, where to mail resumes, whether all Committee minutes can be posted on the website and establishing volunteer committees to assist standing committees.

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Rhona Klein, Ridings Way, asked if the Supervisors would consider creating

additional committee positions. Mrs. Labrum stated there are statutory limitations on the number of members for some Township committees. Chaiman Love D'Elia said the recommendation would be considered on a case by case basis pending review of workload and statutory restrictions.

OLD BUSINESS

There were no agenda items.

NEW BUSINESS

DAMBRO LOT LINE CHANGE APPLICATION

Jesse Condon, PE, Regester Associates, represented Anthony Dambro for a lot line change application for the property at 280 Ridge Road, tax parcel numbers 04-00000230-00 and 04-0000022-90. The plan proposed removal of 7.155 acres from lot one, reducing it to a total of 10.348 acres and the addition of 7.155 acres to lot two, increasing that acreage to 22.476. Mr. Condon requested approval of the plan and waivers. Mr. Mastronardo issued a review letter on October 31, 2007 recommending approval.

MOTION TO 2007-24 DAMBRO LOT LINE CHANGE RESOLUTION 2007-24

Upon motion and second (Thorpe, Paul), the Board of Supervisors approved Resolution 2007-24, granting a lot line change for the property located at 280 Ridge Road subject to compliance with the two conditions and six waivers contained therein.

PROPOSED 2008 TOWNSHIP BUDGET

Mr. Paul reviewed the proposed 2008 Township budget that was presented for consideration at the Board's meeting of November 7th and subsequently made available for public inspection. The total budget figure is \$1,294,984.00.

MOTION TO APROVE 2008 TOWNSHIP BUDGET

Upon motion and second (Paul, Thorpe), the Supervisors adopted the 2008 Township Budget, draft dated 12.4.07.

2008 TAX LEVY

Mr. Paul reviewed the proposed tax levy milage figures, noting an increase in milage of .048 mils for the General Fund and Capital Improvement funds to support increased Township expenses and a projected decrease in income from the real estate transfer tax.

MOTION TO ADOPT TAX LEVY RESOLUTION 2007-25

Upon motion and second (Paul, Thorpe), the Supervisors adopted Resolution 2007-25 setting 2008 milage rates as read into the record by Mr. Paul.

EMS/LST TAX ORDINANCE AMENDMENT

Mrs. Labrum reviewed proposed changes in the current Emergency and Municipal Services Tax statute recently adopted by the State Legislature. She suggested amending the Township's ordinance to incorporate those changes. A public hearing was held at 7:00 PM for the purpose of taking public comment on the amendment.

MOTION TO ADOPT ORDINANCE 119

Upon motion and second (Thorpe, Paul), the Supervisors adopted Ordinance 119, implementing the requirements of Act 7 of 2007 to rename the EMS Ordinance the Chadds Ford Township Local Services Tax Ordinance and by enacting amendments regarding the levy, payment, collection, remittance and use of the Chadds Ford Township Local Services Tax in accordance with Act 7 of 2007.

2008 DELAWARE COUNTY BLOCK GRANT APPLICATION RESOLUTION

The Township Secretary attended a meeting sponsored by Delaware County Office of Housing and Community Development explaining block grant opportunities for the upcoming year. After review by the Supervisors it was determined that the Township will apply for two grants to seek funding for implementation of "immediate action" items as set forth in the Township's Open Space Plan. A public meeting was held at 7:00 PM this evening for the purpose of taking public comment on the proposal.

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MOTION TO APPROVE BLOCK GRANT APPLICATIONS RESOLUTION 2007-26

Upon motion and second (Thorpe, Paul), the Board of Supervisors approved Resolution 2007-26 authoring submission of a Block Grant Application to the Delaware County Office of Housing and Community Development.

AUTHORIZATION TO ADVERTISE INTENT TO REPLACE ELECTED AUDITORS

Mrs. Furlong asked the Board for authorization to advertise the Township's intent to replace the elected auditors with the firm of MervesAmon&Barsz for the purpose of performing 2007 Township audits.

MOTION TO AUTHORIZE PLACEMENT OF LEGAL ADVERTISEMENT OF INTENT TO REPLACE ELECTED AUDITORS

Upon motion and second (Paul, Thorpe) the Supervisors authorized placement of a legal advertisement notifying resident of the intent to replace elected auditors with a certified public accountant for the purpose of performing 2007 Township audits.

COMPREHENSIVE PLAN CONSULTING SERVICES AGREEMENT

The Comprehensive Plan Task Force concluded its interview process and members were in agreement regarding a favored consultant. The Task Force and Planning Commission recommended the appointment of Ray Ott & Associates to be the Township's consultant for revision of the Comprehensive Plan.

MOTION TO AUTHORIZE EXECUTION OF AGREEMENT FOR REVISION OF COMPREHENSIVE PLAN

Upon motion and second (Love D'Elia, Thorpe), the Board of Supervisors authorized entering into an agreement with Ray Ott & Associates for revision of the

Township's Comprehensive Plan, pending approval of the Delaware County Office of Housing and Community Development. The amount of the contract is \$59,722.00.

ESCROW RELEASES

Upon motion and second (Thorpe, Paul), the Supervisors approved release of the following escrows, contingent upon payment of all outstanding expenses:

APPLICANT/TWP AMOUNT	ESCROW TYPE	ESCROW AMOUNT	CHECK
Designed Realty \$4,790.00	Developer's Agreement	\$5,000.00	
Chadds Ford Township 210.00	Reimbursement for o/s Invoices		\$
Dogwood Properties 800.00	Grading Escrow	\$ 800.00	\$
Inn Keepers at Chadds Ford \$6,250.00		\$6,250.00	

At 8:55 PM the meeting was continued to Wednesday, January 3, 2008, 7:30 PM, for the purpose of appointing a Township Tax Collector.

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CONTINUED MEETING OF DECEMBER 4, 2007

OFFICIALS PRESENT:

Deborah Love D'Elia, Chairman
George M. Thorpe, Vice Chairman
Garry Paul, Supervisor
Hugh A. Donaghue, Township Solicitor
Maryann D. Furlong, Secretary/Treasurer

The Board of Supervisors meeting was reconvened at 7:48 PM on Wednesday, January 3, 2008. Mr. Thorpe pointed out emergency exits. Mrs. Love D'Elia acted as Chairman.

The purpose of the continued meeting was the appointment of Township Tax Collector to replace Bruce Prabel who submitted his resignation on December 4, 2007. Chairman Love D'Elia thanked Mr. Prabel for his years of service to the Township.

Mr. Paul moved for the appointed of Valerie J. Hoxter, Painter's Crossing, as Tax Collector. Mr. Thorpe discussed the responsibilities of the position.

MOTION FOR APPOINTMENT OF TAX COLLECTOR

Upon and second (Paul, Thorpe), the Supervisors appointed Township resident Valerie J. Hoxter, Painters Crossing, to serve as Tax Collector for the unexpired portion of Mr. Prabel's term until the next appropriate municipal election.

Chairman Love D'Elia wished everyone a Happy New Year.

There being no further business, the meeting was adjourned at 7:54 PM.

Respectfully submitted,

MARYANN D. FURLONG,
Township Secretary